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ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers

 DATE OF ORDER
 CONTRACT NO
 ORDER NO

 09/03/2015
 EP-W-14-020
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EPA Telework Training and Facilitation

ABSTRACT: This task order will provide facilitation, training development and presentation, technical support and coaching services support roll out of EPA full time telework implementation. This project is funded by the Office of Human Resources.

I. BACKGROUND

1

EPA Telework Training

Office of Human Resources is planning to communicate to the agency its new enhanced teleworking policy that will allow for full time telework of appropriate employees. Roll out of the program is expected to be complex and involve development of new ways of managing off site employees in ways that both managers and employees are inexperienced at encountering and may present some potentially difficult or contentious issues. The training needs to be designed and presented in a way that addresses a full range of these issues in order to promote the successful implementation of this new way of working. As part of the agency's effort to educate the employees and supervisors of the enhanced policy, training will be offered at all major EPA locations. For smaller remote locations, live webinars and recorded webinars will be made available for viewing.

II. SCOPE OF WORK

- 1. Work Plan and Task Order Management
 - a. The contractor shall submit a cost estimate, broken out by phase, and work plan to the Contracting Officer (CO), Project Officer (PO) and Task Order Contracting Officer Representative (TOCOR) in accordance with the requirements of this contract. The workplan shall document procedures for substitution of labor categories in the event of the temporary or permanent absence of assigned personnel.
 - b. The contractor shall be responsible for oversight of deliverables under this task order and shall be responsible for transmission of reports and invoices as required by the contract. No monthly report shall be due in any month in which there is no substantive work performed.
- 2. The contractor shall select a service provider team with the following qualifications:

- Development of training agenda, materials regarding human resources policies
- Skills in facilitating human resources policy issues between management and employees
- Skills in presenting human resources workshops and training courses to management level and staff level audiences
- Experience with presentation of training via remote connection such as webinars.
- Familiarity with and understanding of the supervisory and work reporting issues presented in moving from in-office work to remote location work.
- 3. At the request of the TOCOR, the contractor shall participate in a post-process debriefing with EPA officials, including the PO, TOCOR and Technical Directive and relevant EPA management, to discuss lessons learned and next steps.
- 4. At the request of the TOCOR, at the conclusion of the period of performance, the contractor shall furnish a Final Report that summarizes the project and its outcome including information on the subprojects and each of its outcomes. The report shall also list:
 - (a) A summary list of all final work products and where they are available download.
 - (b) A summary of any interim work products, their status, and where they are available for download.
 - (c) A short process evaluation by the contractor summarizing procedural lessons learned and recommendation for improvements.

The TOCOR will review the Final Report and provide comments and revisions as necessary. The contractor will incorporate these comments and revisions. All work products will be made available in electronic form unless noted otherwise.

Assumptions

- Training sessions:
 - o In person and will include one contractor facilitator and EPA employee at the following locations:
 - HQ
 - All 10 regions
 - Cincinnati

- Las Vegas
- Ann Arbor
- RTP
- Via webinar at other locations not listed above
- o Recorded webinar session available anytime.
- Two types of training will be offered:
 - o Managers sessions (3 4 hours)
 - o All EPA staff sessions (1.5 2 hours)

Statement of Work

The contractor shall meet with the EPA PO and TOCOR to discuss substantive, procedural, and process design, and identify ways that telework training can be more effective (e.g. sharing new information and refining team processes).

Phase 1 – Scoping of the Training with Stakeholders

EPA is in the final stages of negotiating a policy on full time telework. Once the policy is final, the Office of Human Resources will need to begin training managers and employees in its implementation.

- 1. The contractor shall assist the TOCOR and HR team members in contacting stakeholders to understand the issues and questions that might be necessary to include in the training design. This may be accomplished in individual calls or conversations, focus groups, facilitated discussions, benchmarking with other agencies or other methods.
- 2. The contractor shall distill these issues into a list of topics that should be addressed in the training that shall be submitted in memo form to the TOCOR.
- 3. After review and comment from the TOCOR, the contractor shall propose training methodology that will include design of the training, proposed agenda, proposed list of training materials and resource materials. The proposal shall include an estimate of the level of effort to (1) finalize the materials, (2) present the workshops as anticipated under "assumptions:.
- 4. Two types of training will be offered; topics covered and length of sessions include but are not limited to:
 - a. Managers sessions (3 4 hours) will include:
 - i. Defining Telework
 - ii. Understanding the benefits and challenges of telework and becoming a virtual leader
 - iii. Establishing and managing accountability
 - iv. Tips for establishing communication protocols
 - v. Establishing standards for providing feedback and updates on work products and projects

- vi. Determining telework agreements
- vii. Developing work plans and tasks
- viii. Telework collaboration tools and remote access
- ix. Identifying employees' union affiliation
- b. All EPA staff sessions (1.5 2 hours) will include, but are not limited to:
 - i. Defining Telework
 - ii. Understanding the benefits and challenges of telework and becoming a virtual leader
 - iii. Records management
 - iv. Telework program information
 - v. Telework collaboration tools and remote access.

Phase 2 – Designing of the Training Process, Agenda, Content and Materials

- 1. After review and comment on the design proposal the contractor shall develop and submit for review the workshop agendas, the training materials and resource materials, outreach and promotional materials, an instructor's guide and a schedule for presentation as anticipated under "assumptions".
- 2. After review and comment on the draft workshop materials the contractor shall finalize agenda, training materials, resources and instructor's guide for the first series of workshops.
- The contractor shall submit a proposal for a registration and completion tracking system for implementation of the workshops. After review and comment from the TOCOR the contractor shall implement the registration and completion tracking system.
- 4. The contractor shall develop and submit a methodology for adaptive agenda review and revision to take into account any changes suggested as a result of presenting the workshop to the participants. Upon review and comment from the TOCOR the contractor shall incorporate these methodologies into their workshop planning and reporting processes.
- 5. The contractor shall develop and submit a workshop evaluation process that will enable participants to rate the effectiveness of the workshops and to suggest improvements in content or method of delivery or followup. Upon review and comment from the TOCOR the contractor shall incorporate the evaluation process into their workshop reporting processes.
- 6. The contractor shall work with OHR and other EPA sites to develop a schedule for presentation of the workshops and webinars. Upon review and comment from the TOCOR the contractor shall proceed with final scheduling.

Phase 3 – Presentation and Facilitation of Training Workshops

- 1. The contractor shall co-present the workshops as scheduled. The contractor shall facilitate discussions of the participants to improve understanding and ability of the participants to implement the full time telework process.
- 2. The contractor shall work closely and adaptively with OHR and Regional offices to maintain a schedule that will result in all initial presentations being completed by (date to be determined during Phase 1). The TOCOR will provide the contractor with a list of contact persons in each EPA office who will coordinate logistics such as meeting space, equipment and supplies.
- 3. The contractor shall conduct registration and completion tracking as designed.
- 4. The contractor shall administer the evaluation and report the results to the TOCOR after every presentation.
- 5. The contractor shall work with the TOCOR to consider the comments and ratings from the evaluation in adaptive design of on-going workshops.
- 6. EPA offices will supply meeting space and equipment. The contractor may supply supplies such as markers, flip charts, when not provided by the host office. The contractor shall produce and distribute training materials and resource materials for each workshop.
- 7. The contractor shall work with the TOCOR to record, and if necessary, edit a final recorded webinar or other electronic communication tool for as needed training or familiarization.

Phase 4 - Coaching of Management/Employee Discussions in Implementation

- 1. The contractor shall develop a methodology for follow-up coaching/facilitation of a limited number of managers and employees who experience issues or difficulties in negotiating full time telework agreements.
- 2. Upon review and comment from the TOCOR the contractor shall develop a short explanation of the service to provide to participants in the training.
- 3. Those managers requesting coaching/facilitation assistance shall do so through the TOCOR, who will assign these activities to the contractor via Technical Direction.

- III. WORK APPROACH
- A.. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.

The contractor is not authorized to provide grant funding, to evaluate grant proposals or perform personal services or other prohibited contract activities.

B. Status Notifications:

THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS. The Contractor shall also notify the TOCOR when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

C. Task Order Qualifications:

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at https://www.epa.gov/productreview/guide/index.html.

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

IV. SCHEDULE OF DELIVERABLES

Item	Schedule	Туре
Work Plan Draft list of issues Final list of topics Draft Workshop & Webinar Design	10 days after TO issuance 10 days after work plan approval 5 days after TOCOR comments 10 days after final topics approval	Deliverable Transmittal Transmittal Transmittal
Final Workshop & Webinar Design	10 days after TOCOR comments	Transmittal
Final schedule Workshop Evaluations	with Final Design submission 10 days after each workshop	Transmittal Transmittal
Coaching Final Report	Per TOCOR direction 10 days after final workshop	Services Deliverable

The contractor shall send EPA all reports in accordance with the contract.

The contractor shall provide a work plan within the schedule provided in the basic contract.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to the PO and the TOCOR listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.

All reports shall be provided in draft form. Upon receipt of comment from the EPA PO and TOCOR, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

V. EPA CONTACTS

Task Order Project Officer:
Ming Chang
Office of Human Resources
US Environmental Protection Agency
1200 Pennsylvania Ave NW, Mail Code 3600A

Washington, DC 20460-0001 Phone: (202) 566-0619 chang.ming@epa.gov

OHR Technical Contact:
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US Environmental Protection Agency
1200 Pennsylvania Ave NW, Mail Code 3600A
Washington, DC 20460-0001
Phone: (202) 564-0102
ridings.sharon@epa.gov

Project Officer:

Terry Fenton
Conflict Prevention and Resolution Center (2388A)
Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
Washington, DC 20460
Phone: (202) 564-2090 Fax: (202) 501-1715
fenton.terry@epa.gov

VI. PERIOD OF PERFORMANCE

The period of performance of this delivery order shall be until October 31, 2016.

AMENDMENT OF SOLICITATION/MOD	IFICATION OF	CONTRACT		1. CONTRACT ID CODE		PAGE C	F PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIV	E DATE	4. REQ	UISITION/PURCHASE REQ. I	NO. 5.	. PROJECT NO). (If applicable)
001	10/05/	2015	PR-0	ARM-15-00916	İ		
	ODE HPOD		7. AD!	MINISTERED BY (If other than	ttem 6) C	ODE	
HPOD US Environmental Protecti Headquarters Procurement Ariel Rios Building 1200 Pennsylvania Avenue, Washington DC 20460 8 NAME AND ADDRESS OF CONTRACTOR (No.	Operations NW			AMENDMENT OF SCLICITAT	TIQUEO		
B. NAME AND ADDRESS OF CONTRACTOR (No	, street, county, State a	nd ZIP Code)	(x) Ay.	AMENDMENT OF SCHOTTAL	HON NO		
SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232			× 104 E F	DATED (SEE ITEM 11) MODIFICATION OF CONTR PW-14-020 555 B DATED (SEE ITEM 13)	ACT/ORDER NO		
CODE 097779698	FACILITY C	DOE	0	9/03/2015			
	11, THIS I	TEM ONLY APPLIES TO A	MENDN	ENTS OF SOLICITATIONS			
Offers must acknowledge recept of this amendratems 8 and 15, and returning separate letter or telegram which includes a referrible PLACE DESIGNATED FOR THE RECEIP virtue of this amendment you desire to change a to the solicitation and this amendment, and is re-	copies of the ame irrence to the solicital LOF OFFERS PRIC in offer already submi ceived prior to the o	endment, (b) By acknowled ion and amendment numb iR TO THE HOUR AND DA hitted, such change may be	iging rec ers. FAI ATE SPE made t	ept of this amendment on eac ILURE OF YOUR ACKNOWLE ECIFIED MAY RESULT IN RE-	n copy of the offer DGEMENT TO BE JECTION OF YOU! each telegram or le	submitted, or (i RECEIVED A R OFFER. If b itter makes refe	c) By T •
12. ACCOUNTING AND APPROPRIATION DATA See Schedule	(If required)	Net	Inc	rease:	\$7,	000.00	
13. THIS ITEM ONLY APPLIES	TO MODIFICATION	OF CONTRACTS/ORDER	S. IT M	DDIFIES THE CONTRACT/ORI	DER NO. AS DESC	RIBED IN ITEN	114.
CHECK CINE A. THIS CHANGE ORDER IS ISS ORDER NO. IN ITEM 10A. B. THE ABOVE NUMBERED CON appropriation date, etc.) SET F		 	****				
C. THIS SUPPLEMENTAL AGRE						<u>, , , , , , , , , , , , , , , , , , , </u>	<u></u>
D. OTHER (Specify type of modif.) X FAR 52.232-22	cation and authority)						
	tui a see a se		4	1 con	ies to the issuing C	#ica	
E.IMPORTANT: Contractor ☐ 194. 14. DESCRIPTION OF AMENDMENTAMODIFICAL DUNS Number: 097779698	TION (Organized by		duding s	colicitation/contract subject mai	tter where feasible)	
The purpose of this modif submitted by the contract						ce that	was
This modification increas cost from \$3,000.00 and s					the total	l estima	ted
This modification also pr total obligated amount fr TOCCR: Ming Chang Max Exp LIST OF CHANGES:	om \$3,000	to \$10,000.	s in	the amount of .	\$7,000 wh:	ich brin	gs the
Except as provided herein, all terms and condition	s of the document re	Merenced in Item 9A or 10	A. as he	retofore changed, remains unc	hanged and in full f	force and effect	L
15A NAME AND TITLE OF SIGNER (Type or pri		Section of the section of the	16A.	NAME AND TITLE OF CONTI	RACTING OFFICE	R (Type or par	t)
•			Pat	rice L. Cunning	nam		
158 CONTRACTOR/OFFERCR		15C. DATE SIGNED	150	GRATED STATES OF MESTIC	;A		C. DATE SIGNED
(Signature of person authorized to sign)		((Smothy mag	10.0		10/05/2015
NSN 7540-01-152-8070 Previous ed bon unusable					Pres	NDARD FORM schbed by GSA (48 CFR) 53.2	

CONTINUATION SHEET	REFERENCE NO OF DOCUMENT BEING CONTINUED	PAGE C	F
	EP-W-14-020/0055/001	2	2

M NO	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	TRUCMA
A)	(B)	(C)	(D)	(E)	(F)
	Reason for Modification : Funding Only Action	 			
	Total Amount for this Modification: \$921,850.86				
	New Total Amount for this Version: \$924,850.86				
	New Total Amount for this Award: \$924,850.86				
	Obligated Amount for this Modification: \$7,000.00			j	
	New Total Obligated Amount for this Award:		1		
	\$10,000.00				
	Incremental Funded Amount changed: from		1		
	\$3,000.00 to \$10,000.00				
	CHANGES FOR LINE ITEM NUMBER: 1	1			
	Total Amount changed	ŀ			
	from \$3,000.00 to \$924,850.86	Į.			
	Obligated Amount for this modification: \$7,000.00	ł			
	Incremental Funded Amount changed from \$3,000.00	†			
	to \$10,000.00	1			
	CHANGES FOR DELIVERY LOCATION: HPOD	modification: \$7,000.00 changed from \$3,000.00 TION: HPOD 0.00 to \$924,850.86 DE: .5855HS004-001 1.08126 POD on Agency Building N. W.			
	Amount changed from \$3,000.00 to \$924,850.86				
	CHANGES FOR ACCOUNTING CODE:				
	15-16-B-85H1-ZZZGF5-2504-15855HS004-001				
	Percent changed from 0 to 1.08126	}			
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		Ì	'		
	Delivery: 10/31/2016	-			
	Delivery Location Code: HPOD				
	Ming Chang				
	US Environmental Protection Agency				
	William Jefferson Clinton Building				
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3803R	ŀ			
	Washington DC 20460 USA				
	Payment:				
	RTP Finance Center	ĺ			
	US Environmental Protection Agency	ŀ	l		
	RTP-Finance Center	ŀ			
	Mail Drop D143-02				
	109 TW Alexander Drive	I		. 1	
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 09/03/2015 to 10/31/2016				
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AMENDME	NT OF SOLICITATION/MOI	DIFICATION OF CO	ONTRACT	1. CONTRACT ID	CODE	PAGE 1	OF PAGES
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE	DATE 4.	REQUISITION/PURCHA	SE REQ. NO.		NO. (If applicable)
002		11/03/20	15				
6. ISSUED BY	, с	ODE HPOD	7	ADMINISTERED BY (If	other than Item 6)	CODE	
Headqua Ariel R 1200 Pe	ronmental Protecti rters Procurement ios Building nnsylvania Avenue,	Operations					
	ton DC 20460						
SRA INTE Attn: FI 4300 FAI	ADDRESS OF CONTRACTOR (No. CRNATIONAL, INC. CORIDA HENDRICKS OR LAKES COURT VA 220334232	., street, county, State and	ZIP Code) (x	9B. DATED (SEE ITEM 10A. MODIFICATION 0 EP-W-14-020 0055 10B. DATED (SEE ITEM	OF CONTRACT/ORDER	NO.	
CODE 09	7779698	FACILITY COD	E	09/03/2015			
		11. THIS ITE	M ONLY APPLIES TO AMI		ATIONS		
Offers must Items 8 and separate let THE PLACE virtue of this to the solicit	numbered solicitation is amended a acknowledge receipt of this amend 15, and returning ter or telegram which includes a ref E DESIGNATED FOR THE RECEIF a amendment you desire to change tation and this amendment, and is re	ment prior to the hour a copies of the amend erence to the solicitation T OF OFFERS PRIOR an offer already submitt eceived prior to the oper	nd date specified in the sol Iment; (b) By acknowledgin I and amendment numbers TO THE HOUR AND DATI ed, such change may be m	icitation or as amended, I ig receipt of this amendm i. FAILURE OF YOUR A E SPECIFIED MAY RESI ade by telegram or letter	by one of the following ment on each copy of the on CKNOWLEDGEMENT TO ULT IN REJECTION OF Y	offer submitted; on BE RECEIVED YOUR OFFER. It	mpleting r (c) By AT f by
	TING AND APPROPRIATION DATA	(If required)	Net	Increase:	\$	800,000.	00
See Sch	13. THIS ITEM ONLY APPLIES	TO MODIFICATION OF	E CONTRACTS/ORDERS	IT MODIFIES THE CONT	TPACT/ODDED NO. AS D	ESCRIBED IN IT	FW 14
CHECK ONE	A. THIS CHANGE ORDER IS ISS ORDER NO. IN ITEM 10A. B. THE ABOVE NUMBERED CO appropriation date, etc.) SET C. THIS SUPPLEMENTAL AGRE	NTRACT/ORDER IS MO FORTH IN ITEM 14, PU	DDIFIED TO REFLECT THE RSUANT TO THE AUTHO	E ADMINISTRATIVE CH PRITY OF FAR 43.103(b)			
	D. OTHER (Specify type of modil	ication and authority)					
х	FAR 52.232-22	,,					
E. IMPORTAN	IT: Contractor 🗵 is	not	sign this document and re	eturn	copies to the issui	ing office.	
14. DESCRIP	TION OF AMENDMENT/MODIFICA						d on mod
	dification also pu al obligated amour				ount of \$800,	000 which	n brings
LIST OF Reason	Ming Chang Max Exp CHANGES: for Modification : ed Amount for this ed	: Funding On	ly Action	00			
	ovided herein, all terms and condition and TITLE OF SIGNER (Type or property of the condition of the conditi		renced in Item 9A or 10A,	16A. NAME AND TITLE	OF CONTRACTING OF		
	A OTO DIOSSESSO		AFO DATE SIGNED	Patrice L. C			16C. DATE SIGNED
15B. CONTR	ACTOR/OFFEROR		15C. DATE SIGNED	PC	(<u> </u>	ELECTRONIC SIGNATURE	11/05/2015
	(Signature of person authorized to sign) 		(Signatu	re of Contracting Officer)		DM 20 (BE)/ 40 92)

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE O	F
	EP-W-14-020/0055/002	2	2

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	דואט ׳	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	New Total Obligated Amount for this Award:	†	╁		
	\$810,000.00				
	Incremental Funded Amount changed: from	1			
	\$10,000.00 to \$810,000.00		1		
	CHANGES FOR LINE ITEM NUMBER: 1				
	Obligated Amount for this modification:		1 1		
	\$800,000.00				
	Incremental Funded Amount changed from \$10,000.00	1			
	to \$810,000.00				
	CHANGES FOR ACCOUNTING CODE:				
	15-16-B-85H1-ZZZGF5-2504-15855HS004-001				
	Amount changed from \$10,000.00 to \$810,000.00		1 1		
	Percent changed from 1.08126 to 87.58169				
	Delivery: 10/31/2016 Delivery Location Code: HPOD				
	Ming Chang				•
	US Environmental Protection Agency				
	William Jefferson Clinton Building				•
	1200 Pennsylvania Avenue, N. W.				
	Mail Code: 3803R				
	Washington DC 20460 USA				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center		1 1		
	Mail Drop D143-02				
	109 TW Alexander Drive			į	
	Durham NC 27711		1 1		
	FOB: Destination				
	Period of Performance: 09/03/2015 to 10/31/2016				
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AMENDMENT OF SOLICITATION/	MODIFICATION OF CONTRACT		1 CONTRACT ID CODE	PAGE OF PAGES
2 AMENDMENT/MODIFICATION NO	3 EFFECTIVE DATE	4 REC	UISITION/PURCHASE REQ. NO	1 2 5 PROJECT NO (if applicable)
003	10/31/2016			S TROUGHT (II applicable)
6 ISSUED BY	CODE HPOD	7 ADI	MINISTERED BY (If other than Item 6)	CODE
HPOD US Environmental Prote Headquarters Procureme Ariel Rios Building 1200 Pennsylvania Aven Washington DC 20460	nt Operations			
B NAME AND ADDRESS OF CONTRACTOR	R (No. Street county State and ZIP Code)	loa loa	AMENDMENT OF SOLICITATION NO	
		(x) 37	AMENDMENT OF SOLICITATION NO	
SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS			DATED 1000 ITEM	
300 FAIR LAKES COURT			DATED (SEE ITEM 11)	
AIRFAX VA 220334232				
		x EP	MODIFICATION OF CONTRACT/OR: -W-14-020	DER NO
•		, ,	55	
		1CB	DATED (SEE ITEM 13)	
CODE 097779698	FACILITY CODE	09	9/03/2015	
	11. THIS ITEM ONLY APPLIES and as set forth in Item 14. The hour and date:			
THE PLACE DESIGNATED FOR THE REC writle of this amendment you desire to char reference to the solicitation and this amend 2. ACCOUNTING AND APPROPRIATION DA	i reference to the solicitation and amendment i EIPT OF OFFERS PRIOR TO THE HOUR AN age an offer already submitted , such change in ment, and is received prior to the opening hour ATA (If required)	ND DATE SPEC	DIFIED MAY RESULT IN REJECTION (DE YOUR OFFER HEN
See Schedule				
13. THIS ITEM ONLY APPL	LIES TO MODIFICATION OF CONTRACTS/OR	RDERS. IT MO	DIFIES THE CONTRACT/ORDER NO.	AS DESCRIBED IN ITEM 14.
A THIS CHANGE ORDER IS ORDER NO IN ITEM 10A	ISSUED PURSUANT TO (Specify authority)	THE CHANGE	S SET FORTH IN ITEM 14 ARE MADE	E IN THE CONTRACT
B THE ABOVE NUMBERED (CONTRACT/ORDER IS MODIFIED TO REFLE ET FORTH IN ITEM 14, PURSUANT TO THE A	ECT THE ADM	INISTRATIVE CHANGES (such as cha	anges in paying office.
	REEMENT IS ENTERED INTO PURSUANT T			
		7071011101117		
D OTHER (Specify type of mo	idification and authority)			
X FAR 52.217-8				
	is not $\{\tilde{x}\}$ is required to sign this documen	_	1 copies to the r	
4 DESCRIPTION OF AMENDMENT/MODIFI	CATION (Organized by UCF section headings	s, including sol	citation/contract subject matter where	feas:ble)
UNS Number: 097779698 he purpose of this mod:	ification is to owtend	the no-	ind of namesum.	M 21 2012
t no additional cost to	the Government '	the per	rod or betrormance ;	co march 31, 201/
	Coveriment.			
OCOR: Ming Chang Max Ex	pire Date: 03/31/2017			
IST OF CHANGES:				
eason for Modification	: Other Administrative	Action		
eriod Of Performance Er			to 31-MAR-17	
otal Amount for this Mo				
ew Total Amount for thi				
w Total Amount for thi	s Award: \$924,850.86			
ontinued				•
scept as provided herein, all terms and condit	ions of the document referenced in Item 9 A or	or 10A, as heret	ofore changed, remains unchanged an	nd in full force and effect
A NAME AND TITLE OF SIGNER (Type or p	onnt)		ME AND TITLE OF CONTRACTING O	
		Patr	ice L. Cunningham	
B CONTRACTOR/OFFEROR	15C DATE SIGNED		ITEM STATES OF AMERICA	16C DATE SIGNED
				10/31/2016
(Signature of person authorized to sign	1)	-17	(Signastre of Contrart of Chicer)	
SN 7540-01-152-8070 revious edition unusable				STARBARD FORM 30 (REV. 10-83) Prescribed by GSA
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CONTINUATION SHEET		PAGE	OF
	EP-W-14-020/0055/003	2	2

EM NO	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	. (B)	(C)	(D)	(E)	(F)
	Maximum Potential Expiration Date changed to:			ļ	
	03/31/2017				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive				
	Durham NC 27711 Period of Performance: 09/03/2015 to 03/31/2017				
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AMENDME	ENT OF SOLICITATION/MODIFICA	ATION OF CONTRACT		1. CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE DATE	4 REC	UUSITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
004		03/29/2017				
6. ISSUED BY	Y CODE	HPOD	7. AD	M:NISTERED BY (If other than Item 6)	CODE	
Headqua Ariel R 1200 Pe	ronmental Protection arters Procurement Ope Rios Building annsylvania Avenue, NW	rations				
	TOD DC 20460 DADDRESS OF CONTRACTOR (No. street		los	. AMENDMENT OF SOLICITATION NO		
SRA INTI Attn: FI 4300 FA	ERNATIONAL, INC. LORIDA HENDRICKS IR LAKES COURT VA 220334232	COUNTY, SCARE BING ZIP COOR)	× 100	A MODIFICATION OF CONTRACT/ORDER P-W-14-020 055 B. DATED (SEE ITEM 13)	NO.	
CODE 05	97779698	FACILITY CODE	1 0	9/03/2015		
		11. THIS ITEM ONLY APPLIES TO	AMEND	MENTS OF SOLICITATIONS		
virtue of thi reference to	is amendment you desire to change an offer of the solicitation and this amendment, and this amendment, and this AND APPROPRIATION DATA (If required 12 to 13. THIS ITEM ONLY APPLIES TO MARKET OF THE CHANGE ORDER IS ISSUED FORDER NO. IN ITEM 10A	r already submitted, such change may is received prior to the opening hour an uired) ODIFICATION OF CONTRACTS/ORDER PURSUANT TO: (Specify authority) THI	be made d date sp RS. IT M	ECIFIED MAY RESULT IN REJECTION OF Y by beigram or letter, provided each telegran ecified ODIFIES THE CONTRACT/ORDER NO. AS D GES SET FORTH IN ITEM 14 ARE MADE IN MINISTRATIVE CHANGES (such as change OF FAR 43.103(b).	DESCRIBED IN IT	EM 14.
	C. THIS SUPPLEMENTAL AGREEMEN D. OTHER (Specify type of modification		UTHOR	TY OF:		·
x	FAR 52.249-14	-				
E. IMPORTAN	VT: Contractor ☐ is not.	★ is required to sign this document ar	nd return	1 copies to the issu	ing office.	
DUNS Nu The pur at no a	mber: 097779698	tion is to extend the Government.	ne pe	riod of performance to Order COTR.		31, 2017
TOCOR: LIST OF Reason	Kent Smith Max Expire CHANGES: for Modification : Ot Of Performance End Da	Date: 10/31/2017	Actic	n		·
	Task Order Contractin			ve) changed to : Kent	Smith	
		se document referenced in Item 9 A or 1	OA, as h	eretofore changed, remains unchanged and	in full force and ef	lect.
	AND TITLE OF SIGNER (Type or pool)		16A	NAME AND TITLE OF CONTRACTING OF		
15B. CONTR	ACTOR/OFFEROR	15C. DATE SIGNED	i	UNITED STATES OF AMERICA	2	16C. DATE SIGNED 03/29/2017
NSN 7540-01	(Signature of person authorized to sign)			(Signature of Contracting Career)	STANDARD FOR	RM 30 (REV. 10-83)
	1-152-6070 Sion unusable				Prescribed by GS FAR (48 CFR) 53	SA

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CONTINUATION SHEET	EP-W-14-020/0055/004	2	2

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Maximum Potential Expiration Date changed to :	1	П		
	10/31/2017				
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency	1		1	
	RTP-Finance Center				
	Mail Drop D143-02 109 TW Alexander Drive				
	Durham NC 27711				
	Period of Performance: 09/03/2015 to 10/31/2017				
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AMENDME	NT OF SOLICITATION/MODIFIC	CATION OF CONTRACT	1. CO	NTRACT ID CODE	PAG	E OF PAGES
2 AMENDMEN	IT/MOD:FICATION NO	3. EFFECTIVE DATE	4. REQUISITIO	N/PURCHASE REQ. NO	5. PROJEC	T NO. (If applicable)
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6 ISSUED BY	CODE		7 ADMINISTE	RED BY (If other than Item 6)	CODE	
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	conmental Protection	Agency				
	ters Produrement Op-					
	os Building					
1200 Per	nnsylvania Avenue, N	W				
	on DC 20460		1			
8 NAVE AND A	ADDRESS OF CONTRACTOR (No. 5/10)	et county State and ZIP Code;	(x) 9A AMEND	MENT OF SOLICITATION NO		
SRA INTE	RNATIONAL, INC.		П			
	ORIDA HENDRICKS		9B DATED	(SEE ITEM 11)		
	R LAKES COURT			,		
AIRFAX 1	VA 220334232				···	
			× IOA MODIF	FICATION OF CONTRACT/ORDI 4-020	ER NO	
			0055	· 		
				O (SEE ITEM 13)		
CODE DG-	7779698	FACILITY CODE	09/03/	·		
W 2 -			1 1	· · · · ·		
The et :		11. THIS ITEM ONLY APPLIES TO				
cod above hu Offers must a	umbered solicitation is amended as set f icknowledge receipt of this amendment	orm in item 14. The hour and date spe-	cified for receipt of I	Offers [] is	extended. Dis	not extended
Items 8 and 1	15, and returning co	prior to the riotir and date specified in the opies of the amendment, (b) By acknowle	edging receipt of th	amended, by one of the following its amendment on each conviors:	ry meuriods. (a) By The offer submitted	completing t or (c) By
separate lette	er or telegram which includes a reference	e to the solicitation and amendment num	bers. FAILURE O	F YOUR ACKNOWLEDGEMEN	T TO BE RECEIVE	ED AT
THE PLACE	DESIGNATED FOR THE RECEIPT OF	OFFERS PRIOR TO THE HOUR AND D	DATE SPECIFIED N	MAY RESULT IN REJECTION OF	F YOUR OFFER	lf by
reference to t	amendment you desire to change an offi he solicitation and this amendment, and	er already submitted , such change may	be made by telegra	am or letter, provided each telegr	ram or letter make	s
12 ACCOUNTI	NG AND APPROPRIATION DATA (If req	ured)	a dato specifica			
See Sche	dule					
	13. THIS ITEM ONLY APPLIES TO M	ODIFICATION OF CONTRACTS/ORDE	RS. IT MODIFIES 1	THE CONTRACT/ORDER NO. A	S DESCRIBED IN	TEM 14.
CHECK ONE						
CHECK O'	A. THIS CHANGE ORDER IS ISSUED I ORDER NO IN ITEM 10A	PURSUANT TO (Specify authority) TH	E CHANGES SET	FORTH IN ITEM 14 ARE MADE	IN THE CONTRA	ST.
	B. THE AROVE BURNESSES CONTO	CT/OCDED ID MODICIED TO DESCRIP				
1	B. THE ABOVE NUMBERED CONTRAI appropriation date, etc.) SET FORTI	HIN ITEM 14, PURSUANT TO THE AU	THE ADMINISTRA THORITY OF FAR	ATIVE CHANGES (such as chan 43.103(b).	ngas in paying offic	re,
	C. THIS SUPPLEMENTAL AGREEMEN					
1	C. THIS SUFFLENENTAL AGREEMEN	IT IS ENTERED INTO PURSUANT TO	AUTHORITY OF.			
	D. OTHER (Specify type of modification					
		and authority)				
<u>_</u>	FAP 52.243-3					
. IMPORTANT:		is required to sign this document ar		1 copies to the is		
	ON OF AMENDMENT/MOD/FICATION	(Organized by UCF section headings, in	cluding solicitation	/contract subject matter where fo	easibla.)	***************************************
	per: 097779698					
	ification accepts th					
Contracto	or on 4-26 and accep	ted by the Task Orde	er COTR on	5-30. These rev	isions we	re made
	iance to the Governm					
	ne total estimated c					
•		- 10 o) u	,			
in accord	iance to the revised	Statement of Work +	he period	of parformance	ie outona	ad to
arch 31,		Deduction OF MOLK (me her roa	or betrotmance	ra excend	.
ontinuec						
	fed herein, all terms and conditions of th	e document referenced in Item 9 A or 10				
SA NAME AND	TITLE OF SIGNER (Type or print)		16A. NAME AN	ID TITLE OF CONTRACTING O	FFICER (Type or)	ennt)
			Patrice	L_Gunningham		
58 CONTRAC	TOROFFEROR	15C, DATE SIGNED	1	TATES OF AMERICA	-/ / -	16C DATE SIGNED
		130, DATE SIGHED		- MICHOL ASSERTION	1/1	DATE SIGNED
	aget we of our on a disdi		4//		(06/05/2017
(S) ISN 7540-01-15	gnature of person authorized to sign)		114	(Signature of Corneacting (Section	STANDADDED	I RM 30 (REV 10-83)
revious edition					Prescribed by G	
					FAR (48 CFR) 5	

CONTINUATION SHEET REFERENCE NO OF DOCUMENT BEING CONTINUED EP-W-14-020/0055/005 2	2

ITEM NO	SUPPLIES/SERVICES	QUANTITY			AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	TOCOR: Hent Smith Max Expire Date: 03/31/2018		1		
	LIST OF CHANGES:	İ			
	Reason for Modification : Supplemental Agreement		1		1
	for work within scope				
	Period Of Performance End Date changed from 31-0CT-17 to 31-MAR-18		1		,
	Maximum Potential Expiration Date changed to:	1	l .		
	03/31/2018	Í			
	03/31/2010				
	Payment:	1			Ĭ
	RTP Finance Center				
	US Environmental Protection Agency		1		
	RTP-Finance Center	1			
	Mail Drop D143-02	l			
	109 TW Alexander Drive		1		
	Durham NC 27711	1			
	Period of Performance: 09/03/2015 to 03/31/2018				
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AMENDM	ENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE	PAG	GE OF PAGES
2. AMENDME	ENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. RE	QUISITION/PURCHASE REQ. NO.	5 PROJE	1 2 CT NO. (If applicable)
P00006		11/28/2017	İ			
6. ISSUED B	Y CODE	HPOD	7. AD	MINISTERED BY (if other than Item 6)	CODE	
Headqua Ariel F 1200 Pe Washing	ironmental Protection arters Procurement Ope Rios Building ennsylvania Avenue, NW gton DC 20460	Agency rations			L	
8. NAME AND	DADDRESS OF CONTRACTOR (No., street	county, State and ZIP Code)	(x) 9A	AMENDMENT OF SOLICITATION NO.	-	
Attn: F 4300 FA	ERNATIONAL, INC. LORIDA HENDRICKS IR LAKES COURT VA 220334232		98 × 10 00	A MODIFICATION OF CONTRACT/ORDER NO P-W-14-020 055 B DATED (SEE ITEM 13)	0	
CODE 09	97779698	FACILITY CODE	7 a	19/03/2015		
		11. THIS ITEM ONLY APPLIES TO	AMENDA	MENTS OF SOLICITATIONS		
THE PLACE virtue of this reference to	tter of telegram which includes a reference E DESIGNATED FOR THE RECEIPT OF a amendment you desire to change an offer the solicitation and this amendment, and in TING AND APPROPRIATION DATA (If required used)	to the solicitation and amendment numb FFERS PRIOR TO THE MOUR AND D. r already submitted, such change may b s received prior to the opening hour and sired)	bers. F/ ATE SPE be made d date sp	cerpt of this amendment on each copy of the off NLURE OF YOUR ACKNOWLEDGEMENT TO ECIFIED MAY RESULT IN REJECTION OF YOU by telegram or letter, provided each telegram or ecified DDIFIES THE CONTRACT/ORDER NO. AS DES	BE RECEIV UR OFFER r letter make	PED AT If by 25
CHECK ONE	A THIS CHANGE ORDER IS ISSUED P	URSUANT TO. (Specify authority) THE	CHANG	GES SET FORTH IN ITEM 14 ARE MADE IN TH	HE CONTRA	CT
				MiniSTRATIVE CHÂNGES (such as changes ii OF FAR 43.103(b)		
×	C. THIS SUPPLEMENTAL AGREEMENT					
	D. OTHER (Specify type of modification a	and authority)				
E. IMPORTAN	T: Contractor x is not	is required to sign this document an	d return	copies to the issuing	office	
				olicitation/contract subject matter where feasible		
DUNS Nur	mber: 097779698			alker as the Task Order		
	Kenyon Walker Max Expi CHANGES:	re Date: 03/31/2018				
Contract	for Modification : Oth ting Officer Represent		ctio	n		
from						
	nyon Walker					
Continue -						
	vided herein, a'll terms and conditions of the ND TITLE OF SIGNER (Type or print)	document referenced in Item 9 A or 10.		retofore changed, remains unchanged and in fu		
TOR IMPINE RI	THE OF SIGHER (19pe of print)		1	NAME AND TITLE OF CONTRACTING OFFICE	ER (Type or	pnni)
15B. CONTRA	CTOR'OFFEROR	15C. DATE SIGNED	-	INTERES OF AMERICA	<u> </u>	16C. DATE SIGNED
	(Signature of person authorized to sign)		+-	(Signature of Continuo Continuo Content		11/28/2017
NSN 7540-01-		· · · · · · · · · · · · · · · · · · ·	1 5		ANDARD FO	DRM 30 (REV. 10-83)
Previous editio	on unusable			Pre	scribed by C R (48 CFR)	SSA

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	 ·
CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-W-14-020/0055/P00006	

TEM NO.	SUPPLIES/SERVICES	QUANTITY	•		AMOUNT
(A)	(B)	(C)	(D)	' (E)	(F)
	TOCOR (Task Order Contracting Officer's		1		
	Representative) changed to : Kenyon Walker				J
	Payment:		l		
	RTP Finance Center	1			
	US Environmental Protection Agency]
	RTP-Finance Center		ł		
	Mail Drop D143-02		İ		
	109 TW Alexander Drive				
	Durham NC 27711		l		i
	Period of Performance: 09/03/2015 to 03/31/2018		'		
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AMENDMENT OF SOLICITATION/MO	DIFICATION OF C	ONTRACT	1. CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE	EDATE	4. REQUISITION/PURCHASE REQ. NO.	15 PROJECTA	2 IO. (If applicable)
007		,	T. Regulation of other see that the	3.1.103201.1	io. (ii oppiiooo cy
	CODE HPOD	010	7. ADMINISTERED BY (If other than Item 6)	CODE	
HPOD US Environmental Protect Headquarters Procurement Ariel Rios Building 1200 Pennsylvania Avenue	ion Agency Operations			L	
Washington DC 20460	·				
8 NAME AND ADDRESS OF CONTRACTOR (A SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232	o, street, county. State and		98. DATED (SEE ITEM 11) 100. MODIFICATION OF CONTRACT/OR EP-W-14-020 0055 108. DATED (SEE ITEM 13)		
CODE 097779698	FACILITY CO	DE	09/03/2015		
	11. THIS IT	EM ONLY APPLIES TO A	MENDMENTS OF SOLICITATIONS		
Items 8 and 15, and returning separate letter or telegram which includes a re THE PLACE DESIGNATED FOR THE RECEI virtue of this amendment you desire to change reference to the solicitation and this amendmen 12. ACCOUNTING AND APPROPRIATION DATA See Schedule 13. THIS ITEM ONLY APPLIE	ference to the solicitatic PT OF OFFERS PRIOF an offer stready submi nt, and is received prior \(\(\lambda\) (If required)	on and amendment number R TO THE HOUR AND DA' tted , such change may be r to the opening hour and o	TE SPECIFIED MAY RESULT IN REJECTION made by telegram or letter, provided each tele	ENT TO BE RECEIVED OF YOUR OFFER. If b egram or letter makes	AT y
	S TO MODIFICATION C	OF CONTRACTS/ORDERS	. II MODIFIES THE CONTRACTIONDER NO.	AS DESCRIBED IN THE	M 13.
B. THE ABOVE NUMBERED CC appropriation date, etc.) SET	NTRACT/ORDER IS M FORTH IN ITEM 14, P	NODIFIED TO REFLECT T URSUANT TO THE AUTH	CHANGES SET FORTH IN ITEM 14 ARE MAD HE ADMINISTRATIVE CHANGES (such as ch ORITY OF FAR 43 103(b).		
C. THIS SUPPLEMENTAL AGRE	EMENT IS ENTERED	INTO PURSUANT TO AU	THURITY OF:		
D. OTHER (Specify type of modi	fication and authority)				
X FAR 52.217-8	•				
E. IMPORTANT: Contractor is	not, x is required	to sign this document and	return1 copies to the	issuing office.	
14 DESCRIPTION OF AMENDMENT/MODIFIC DUNS Number: 097779698 The purpose of this modified no additional cost to the	fication is	to extend the			2018 at
to dualification cost to the	Government	·•			
TOCOR: Kenyon Walker Max LIST OF CHANGES: Reason for Modification : Period Of Performance End Continued	: Supplement	al Agreement			
Except as provided herein, all terms and condition		erenced in Item 9 A or 10A			
15A NAME AND TITLE OF SIGNER (Type or pri	nt)		16A. NAME AND TITLE OF CONTRACTING	OFFICER (Type or pri	nt)
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	Patrice L. Cunningham		6C DATE SIGNED
(Signature of person authorized to sign)			(Sny sture cutor traples Officer)		03/14/2018
NSN 7540-01-152-8070 Previous edition unusable				STANDARD FORM Prescribed by GSA FAR (48 CFR) 53.2	

 CONTINUATION SHEET
 REFERENCE NO OF DOCUMENT BEING CONTINUED
 PAGE
 OF

 EP-W-14-020/0055/007
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ITEM NO.	SUPPLIES/SERVICES	QUANTITY	l ſ	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Maximum Potential Expiration Date changed to :	 			
	06/30/2018		.		
	Type of Bridge Vehicle* (See Help Text for more		H		
	info) changed to : N				
		1			
	Payment:				
	RTP Finance Center		ll		
	US Environmental Protection Agency		1 1		
	RTP-Finance Center				
	Mail Drop D143-02	`			
	109 TW Alexander Drive				
	Durham NC 27711	1			
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